

Board of Selectmen  
Extension 109  
Town Administrator  
Extension 109  
Town Accountant  
Extension 120  
Town Clerk  
Extension 114  
Tax Collector  
Extension 113  
Treasurer  
Extension 112 or 110  
Board of Assessors  
Extension 111  
Land Use Office  
Extension 117  
Planning Board  
Extension 121  
Conservation Commission  
Extension 115



## TOWN OF ASHBURNHAM

Town Hall, 32 Main Street  
Ashburnham, Massachusetts 01430

OFFICE OF THE TOWN ADMINISTRATOR

Animal Control  
Board of Health  
Building Commission  
Conservation Commission  
Council on Aging  
Cultural Council  
Electrical Inspector  
Gas & Plumbing Inspector  
Historical Commission  
Municipal Planning  
Parks & Recreation  
Planning Board  
Zoning Board of Appeals

PHONE: (978)-827-4100  
FAX: (978) 827-4105

## TOWN ADMINISTRATOR'S REPORT February 4, 2013

Town Administrator's reports are available on line at <http://www.ashburnham-ma.gov>

### TOWN COMMITTEES

Currently there are openings on the following (1) Conservation Commission, (2) Council on Aging Board, (1) Capital Planning Committee, (1) Advisory Board, and (1) Board of Assessors. These are listed on the Town's website under Volunteer Opportunities.

Also, we are looking for interested parties to serve on the Cable Advisory Board.

### CONSERVATION COMMISSION

Per the recommendation of the Conservation Commission and your support I will appoint Andrew Henderson, of 285 Ashby Road, to the Conservation Commission. Andrew, an Ashburnham resident is a senior in Environmental Biology at Fitchburg State University with a focus in wooded and aquatic ecosystems.

### PROPERTY TAX ASSESSMENT SERVICE

We went out with an RFP for Property Tax Assessment Service back at the beginning of January. Bids were due on January 23<sup>rd</sup> at 10:00 a.m. We received only one bid from RRG (Regional Resource Group) as follows:

- |  |          |
|--|----------|
| • Fiscal year 1 (July 1, 2013 through June 30, 2014) | \$75,000 |
| • Fiscal year 2 (July 1, 2014 through June 30, 2015) | \$76,900 |
| • Fiscal year 3 (July 1, 2015 through June 30, 2016) | \$78,800 |

I will sign a three year contract subject to your approval to enter into an agreement with RRG. They have done a great job for the Town in the past three years of service and I believe they are a great asset to the town.

## **PIANO MUSEUM**

On Tuesday, January 29<sup>th</sup> I met with Pat and Edmond Frederick regarding their lease of the Stevens Building which is due for renewal in June. The meeting went well. As a next step I will be meeting with the Library Trustees to discuss this renewal.

## **MMA ANNUAL MEETING**

This past weekend I attended the MMA Annual Meeting in Boston which, as always was very informative. I thank the Board of Selectmen for allowing me to attend this meeting.

- I accepted the second place award in Category II (population 5,000 to 12,499) for Ashburnham's 2011 Annual Town Report. This award is given out each year by the MMA in consideration of layout and design, quality and depth of information, organization, originality, and overall usefulness of the report to residents. Sylvia Turcotte works hard each year in putting the annual report together and it is nice to see recognition for that great work.
- The Town also received an award from MIIA for demonstrating excellent employee safety by incurring no losses in Workers' Compensation for three consecutive years. The award also identified that "Ashburnham demonstrates how small communities with limited resources can effectively control the cost of risk". We have received a \$5,000 grant to help streamline emergency communications to necessary departments and we have also earned \$6,257.00 in credits from MIIA for proactive measures of preventing losses by thoroughly researching options , including consistent consultation with the MIIA risk management team..

## **HOUSEHOLD HAZARDOUS WASTE COLLECTION DAY**

The Ashburnham Fire Department will be holding a Household Hazardous Waste Collection Day on Saturday, April 6, 2013 at the Highway Barn at 17 Central Street. The hours of the collection will be from 8:00 a.m. to 12:00 p.m.

## **GRANT**

The Fire Department has been approved and I am looking for your approval to sign a grant (unsolicited) from the State in the amount of \$1,500 (non-matching) for the purchase of fire materials to include update programs and videos. New videos and such are not in the current budget, but can help augment our training program.